

**EPA Comments on September 26, 2012 version of Illinois EPA CAFO NPDES Permit SOP
October 11, 2012
Track Change Comments**

Comments and recommended changes have been inserted through track changes into this document. EPA recommends that Illinois EPA provide specific steps in the Process Procedures applicable to the common scenarios encountered when reviewing and issuing a CAFO permit. For example, rather than including the steps for issuing an NOI for an incomplete permit application with the steps for drafting a permit and associated letters for public notice, EPA recommends that the Process Procedures clearly and separately articulate the steps associated with these scenarios. Additionally, these steps should be connected to the Timelines provided in Appendix F. To help explain this comment, EPA has provided an example Section 5 in a separate file. The example Section 5 is just one approach that Illinois EPA could use to clarify the process steps and connect these steps to the Appendix F Timelines.

After reviewing the timeframes provided in the Process Procedures it appears that some of these timeframes provided are inconsistent with the Appendix F Timelines. Comments have been included in Section 5 below pointing out some of these conflicting timeframes. EPA recommends Illinois EPA consider editing both the Appendix F Timelines and in the Process Procedures to allow time to address public comments before permit issuance. EPA suggests keeping permit issuance at day 105 when no comments are received and providing for 180 days to issue a permit when comments are received.

One result of a permit application review could be that no permit is required. The SOP does not include any process steps or timeframes for making and documenting this action. These steps and timeframes should be included in the SOP.

Illinois EPA

Division of Water Pollution Control

Standard Operating Procedure

CAFO NPDES Permits

September 26, 2012

Approved:

Division of Water Pollution Control

Date

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This CAFOSOP is an intra-Agency document intended to govern the internal management review of CAFO NPDES permits. It is intended to provide guidance to Illinois EPA staff so that laws and rules we implement can be applied consistently. It is not intended to affect rights, privileges, or procedures available to the public.

**DIVISION OF WATER POLLUTION CONTROL
STANDARD OPERATING PROCEDURES FOR
CAFO NPDES PERMITS
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Section 1: INTRODUCTION

The purpose of this Concentrated Animal Feeding Operation Standard Operating Procedure (CAFOSOP) guide is to provide a consolidated reference document for use in training and orientation of employees. This guide will also be a useful reference tool for more experienced employees. The CAFOSOP identifies the technical information and application requirements for individual and general National Pollutant Discharge Elimination System (NPDES) permits. This CAFOSOP will delineate all steps in the process, including responsible personnel and approximate process milestones. Additional information includes statute and rule authorization, and supporting documentation (when necessary). This CAFOSOP is only intended to describe routine conditions normally encountered with the issuance of CAFO NPDES permits. Additional processes and/or irregular conditions that could be involved with CAFO NPDES permits issuance will be considered independently of this CAFOSOP.

The CAFO NPDES permit program ensures that facilities discharging into the waters of the state comply with federal and state environmental regulations. U.S. EPA has delegated the administration of the CAFO NPDES permitting program to Illinois EPA. The Division of Water Pollution Control is directed to prepare CAFO NPDES permits for those facilities that discharge [effluent manure and process wastewater](#) to waters of the state.

The application for an CAFO NPDES permit is customarily 10 to 40 pages in length and contains the terms and conditions under which a facility must operate in order to comply with federal and state regulations. Typical conditions include narrative standard operating and administrative requirements, and monitoring and reporting requirements. The nutrient management plan is also incorporated as the terms and conditions of the permit.

U.S. EPA established the CAFO NPDES permitting program under the Clean Water Act to protect waters of the nation by regulating discharges into those waters. The Illinois Environmental Protection Act (EPAct) not only requires regulation of dischargers but also of facilities with a potential to cause water pollution. CAFOs are subject to the regulations of Subtitle E: Agriculture Related Pollution adopted by the Illinois Pollution Control Board (IPCB).

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Section 2: STATUTORY AND REGULATORY AUTHORITY FOR PROCESS

2.1 Illinois Statutory Authority

- Illinois Environmental Protection Act, 415 ILCS 5/1 *et seq.*

2.2 Illinois Regulatory Authority

- Ill. Administrative Code Subtitle E

2.3 Federal Statutory Authority

- 33 USC §1342

2.4 Federal Regulatory Authority

- 40 CFR, Parts 122-125
- 40 CFR, Parts 129-132
- 40 CFR, Part 135
- 40 CFR, Part 136
- 40 CFR, Part 401
- 40 CFR, Part 403
- 40 CFR, Parts 412

2.5 Applicable Illinois Policy

- Memorandum of Agreement (Delegation of Authority) between the U. S. Environmental Protection Agency and Illinois EPA of May 12, 1977 and subsequent modifications.

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Section 3: DEFINITION OF TERMS

“NPDES” means National Pollutant Discharge Elimination System.

“Waters of the State” means all accumulations of water, surface and underground, natural and artificial, public and private, or parts thereof, which wholly or partly within, flow through, or border upon this State.

Further “Definitions” concerning the EPAct and the ~~Illinois PCB~~ **IPCB** rules pertaining to the duties of the Division of Water Pollution Control may be found at 35 Ill. Adm. Code Subtitles C and E.

Comment [jsocha1]: Acronym is defined in Section 1.

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Section 4: **TIMELINE**

See Spreadsheet Timeline File APPENDIX F

PROCESSING FORM

STEP #	ACTIVITY	DATE	INITIALS
1	Date Application Received		
2	Records Unit Log in		
3	Approved by Reviewer for 15-day Notice (Individual Permits)		
4	Approved by Unit Manager (Individual Permits)		
5	To Public Notice Clerk for 15-day Notice (Individual Permits)		
6	Re: 15-day Notice (Individual Permits)		
7	Returned to Reviewer (Individual Permits)		
8	Approved by Reviewer for Public Notice		
9	Approved by Unit Manager		
10	To Public Notice Clerk for 30-day Notice		
11	Re: Public Notice		
12	Returned to Reviewer		
13	Approved by Reviewer for Issuance		
14	Approved by Unit Manager		
15	Approved by Section Manager		
16	Issued		

Comment [jsocha2]: Section 4 should include a brief narrative explaining that the timelines apply except when unusual circumstances present themselves. Narrative should also be added to explain that the Processing Form follows the permit file and tracks the progress made on processing a permit once the permit writer determines that the permit application is complete and ready for public notice. If Illinois EPA uses another tracking form to track progress of the permit completeness review process or an NPR decision these forms should also be included in the SOP. Additionally, the narrative should explain, or changes can be made to the Processing Form, that steps 3-7 apply to individual permits, steps 8-12 apply to coverage under a general permit, and steps 9-16 apply to both individual and general permit coverage.

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Section 5: PROCESS PROCEDURES

Responsible Person	Steps
Unit Manager	<p>Assign permit.</p> <ul style="list-style-type: none"> For new permit, review application and any other related documentation to determine appropriate assignment Notify Records Unit Clerk of permit assignments Assign permit and forward to Permit Section Clerk for login to CAFO tracker and forward to Permit Writer
Permit Section Clerk	<p>Receive application</p> <ul style="list-style-type: none"> Date stamp application Date stamp other submitted information to supplement application or associated correspondence Note receipt of application by comparing to permit tracking database For existing permit, refer to tracking database to recall permit assignment; Enter new application into CAFO tracker Enter revised application date into CAFO tracker Give new application to Records Unit Clerk Revised Application forwarded to Permit Writer
Records Unit Clerk	<p>Process application.</p> <ul style="list-style-type: none"> For new permit, assign permit number and log in application, using new number. NPDES permit numbers are assigned from a list of numbers. This list is kept by the Records Unit Clerk.

Comment [jsocha3]: EPA recommends that this section be coordinated with the timelines included in Appendix F. The number of days allocated to specific steps should be included in Section 5. Since the process can vary depending on whether an NOI is needed, public comments are received, a public hearing is held, etc., EPA recommends that Section 5 differentiate the process steps for some of the more likely scenarios that a permit writer could encounter. An example re-write of Section 5 is provided in a separate file to help explain EPA's recommendation. The Process Procedures do not describe the process that should be followed to document a "no permit required" final action.

Comment [jsocha4]: Does the unit manager have any responsibilities when an application for renewal of an existing permit or modification of an existing permit is received? It is not always clear in the Process Procedures if the step is referring to a new or revised application. Illinois EPA should consider adding a clarifying sentence that says in the absence of the term "new" or "revised" the process is the same for both. For instance in the Permit Section Clerk's steps immediately below, the last step is "application forward to Permit Writer". It appears that this step is applicable to only "revised applications" and the next step in the table for the Records Unit Clerk apply to a new application. EPA recommends that Illinois EPA clarify steps that are specific to "new" or "revised" applications.

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	<ul style="list-style-type: none"> • New application, get assignment of permit application from Unit Manager • Deliver new application to Permit Writer
Permit Writer	<p>Review application.</p> <ul style="list-style-type: none"> • Enter application revision dates and comments revisions into CAFO tracker, including telephone calls, emailed submissions of information or requests for information, • Review the application for completeness within 30 days of receipt of application. NOI or PN to be issued within 60 days of receipt of application. • Upon completion of review for completeness enter completeness review date in tracker or have Permit Section Clerk enter date. • If application is incomplete, issue a Notice of Incompleteness. If minor deficiencies can be resolved by phone or email within 30 days of receipt of application contact applicant to obtain necessary information, otherwise draft and issue Notice of Incompleteness. • If Notice of Incompleteness is required draft Notice of Incompleteness for Permit Writer or Unit Manager signature. • If Notice of Incompleteness is for unit Manager signature, submit Notice of Incompleteness to Unit Manager. • Notice of Incompleteness or Public Notice must be issued within 60 days of receipt of application. Notice of Incompleteness must request response within 30 days of date of Notice of Incompleteness. • Determine if new or expanded discharge and applicability of Antidegradation . If new or expanded and individual permit needed, refer to Standards Section Manager for receiving stream tier and antidegradation determination for individual permit. • Review file for any pertinent issues that need to be addressed • Review antidegradation analysis • Assemble all pertinent information to be included in the permit and/or the rationale • Write review notes for the file to document and assemble the information necessary for permit development • Develop permit conditions for individual permit.

Comment [jsocha5]: Appendix E or any other checklists or criteria available to guide a permit writer in his/her review should be referenced.

Comment [jsocha6]: Criteria that a permit writer should use to determine who signs the NOI should be included in the SOP.

Comment [jsocha7]: It was unclear where these steps fit into the review process.

Comment [jsocha8]: It was unclear if these steps were part of the antideg review and documentation or separate from antideg.

Comment [jsocha9]: How will the NMP be incorporated into terms of the permit, both for an individual permit and the general permit?

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	<ul style="list-style-type: none"> • Review 40 CFR to determine any applicable technology-based limits • Determine and apply any other special conditions (compliance schedules, stream monitoring, etc.), as necessary • Prepare first draft individual permit or letters for general permit coverage notice and related standard correspondence • Prepare the cover letter for the individual draft permit, the letters to F&W Service, the Corps of Engineers and any other party that will receive the 15 day or 30-day notice and the cover letter for the final permit • Once review is complete, forward application, drafted letters, draft permit (if individual permit) and the Antidegradation to the Unit Manager for sign off on Public Notice for general permit coverage or 15 day notice for individual permit coverage. For general permit coverage include draft letters to: applicant, Corps of Engineers, Fish and Wildlife Service, memo to FOS, and final permit coverage letter. For individual permit coverage include draft letters for 15 day notice –Corps of Engineers, memo to FOS, and applicant; for 30 day notice – Fish and Wildlife Service and applicant. 	<p>Comment [jsocha10]: The SOP should clearly articulate which letters should be used for an individual permit and general permit coverage.</p> <p>Comment [jsocha11]: Is a sample memo available to include in Appendix C?</p> <p>Comment [jsocha12]: The form letters included in Appendix C only make reference to a 30-day notice period and the general permit. This step implies that there are different letters that should be used for individual permits with only a 15-day public notice period.</p>
Unit Manager	<p>Review draft permit or general permit coverage notice letters.</p> <ul style="list-style-type: none"> • Review file and draft permit or general permit coverage letters • Provide comments and mark needed revisions • If revisions are needed, return permit file and draft to Permit Writer within 15 days of receipt from permit writer. • Note returned file may need Notice of Incompleteness prepared- this return of file should be completed within 15 days from permit writer to allow preparation of NOI for issuance within 60 days of receipt of application. • If no revisions are needed, sign appropriate letters for 15- or 30-day notice, initial and date the processing sheet or sign Notice of Incompleteness and place the file in the Permit Section Clerk's in-box 	<p>Comment [jsocha13]: The 15-day timeframe provided in this step and the two 5-day timeframes provided in the two following steps use 20 of the available 30 days, leaving only 10 days to draft the permit and associated letters and allow for any revisions in response to the Unit Manager review. If 10 days is sufficient then no changes are needed however, if 10 days is not sufficient then Illinois EPA should reconsider the timeframes provided in these steps.</p> <p>Comment [jsocha14]: Is it reasonable that an NOI can be issued by day 60 given that at least 45 days have already been used for the permit review and the unit manager review? These 45 days don't include any days for permit and letter preparation.</p>

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Permit Writer	<p>If revisions to the draft permit, letters, Notice of Incompleteness are needed, receive file from Unit Manager and comments on draft permit, letters or NOI. Review any comments from Unit Manager</p> <ul style="list-style-type: none"> Make necessary corrections and return permit file and revised draft to Unit Manager within 5 days of receipt from Unit Manager.
Permit Section Clerk	<p>Place draft on public notice or issue Notice of Incompleteness within 5 days of receipt from Unit Manager.</p> <ul style="list-style-type: none"> Prepare formal public notice for publication Send copy of application and appropriate documents to be posted on Agency web site Place application file in designated filing area to hold until the public notice comment period has ended Return application file to Permit Writer after notice period has expired If Notice of Incompleteness is signed, make copies, log out in CAFO tracker and mail out appropriate copies
Permit Writer	<p>Revise draft permit and/or prepare final permit. If no public comments permit coverage to be issued within 180 days of receipt of application.</p> <ul style="list-style-type: none"> Review any comments from the public. Prepare response letters as necessary for the Section Manager's signature and if appropriate, make revisions to the draft permit, have applicant revise application or nutrient management plan. Review any comments from the permittee and make appropriate revisions to the draft individual permit Prepare responses to comments received during the 30-day notice. Individual response letters to be prepared, unless individual permit and hearing held, then responsiveness summary after hearing. Review and resolve any comments from the EPA and make revisions to the draft permit if needed Prepare letters for the Section Manager's signature which outlines the specific requests and the Division's action regarding each request Route the permit file with the revised permit/application/NMP and any response letters to the Unit

Comment [jsocha15]: Section 5 does not include any steps to allow for the Unit Manager to review revisions and sign off on final. This step was included in EPA's example Section 5.

Comment [jsocha16]: The current timeline provides for 105 days to issue a permit therefore, for most issues raised during public notice, 180 days should be sufficient to issue a final permit.

Comment [jsocha17]: Reference to public notice time periods should clearly articulate whether these are applicable to individual permits and general permits. There are other instances in the Process Procedure steps where it is not clear if the step and associated timeframes apply to an individual permit or general permit coverage. Please review the Process Procedures and clarify the steps applicable to individual permits and general permit coverage.

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	<p>Manager</p> <ul style="list-style-type: none"> • If any requests for a public hearing are made, forward any such requests to the Unit Manager, including a recommendation as to whether or not a public hearing is warranted • Determine if revisions to the draft permit/application/NMP warrant an additional comment period. Advise Unit Manager of appropriate course of action • Send to all documents to the Unit Manager for final review
Unit Manager	<p>Review revised draft permit/application/NMP and response letters within 5 days of receipt from permit writer.</p> <ul style="list-style-type: none"> • Review revised draft permit/application/NMP and any response letters and mark any necessary corrections, return to permit writer within 5 days • Forward to Section Manager within 5 days
Section Manager	<p>Review revised draft permit/application/NMP and response letters within 5 days of receipt from unit manager.</p> <ul style="list-style-type: none"> • Review revised draft permit/application/NMP and any response letters and mark any necessary corrections, return to unit manager or permit writer within 5 days • If a public hearing is appropriate, instruct the Permit Writer to schedule one, return permit file and draft permit/application/NMP to Permit Writer. Section manager confirms decision to hold or not hold hearing with Division Manager or higher level of management as needed. • Determine if an additional comment period is needed • Review permit/application/NMP for completeness and accuracy • Check the issuance, effective and expiration dates on the cover page • For NPDES permits, sign the cover letter and the permit • Forward all permit files to the Permit Section Clerk
Permit Section Clerk	<p>Final permit action should be completed within 5 days of receipt of signed permit.</p> <ul style="list-style-type: none"> • Make copies of signed permit for the appropriate DWPC FOS Regional Office, for the official file, and, for those instances where the discharge may have an impact on a neighboring state, for the appropriate state water pollution

Comment [jsocha18]: The criteria Illinois EPA uses to determine if a public hearing will be held or an additional comment period held should be included or referenced in the SOP.

Comment [jsocha19]: This is another example of where the Process Procedures do not provide for review of the revision. In this case, the Process Procedures also don't appear to provide for the permit writer to make the revisions. The example Section 5 includes steps for permit writer revisions and additional review by the unit manager.

Comment [jsocha20]: This timeframe, and timeframes included in the following two steps, are examples of where the steps provide for timeframes that appear to be inconsistent with the allocated time provided in the Appendix F Timelines.

Comment [jsocha21]: Do the Process Procedures need to allow for revisions in response to the Section Manager review? Currently, the SOP does not provide for any revisions after Section Manager review.

Comment [jsocha22]: The criteria Illinois EPA uses to determine if a public hearing will be held or an additional comment period held, should be included in the SOP or reference of where the criteria can be found should be included.

Comment [jsocha23]: Is this step applicable to general permit coverage?

Comment [jsocha24]: What other permits are being issued pursuant to this SOP besides CAFO NPDES permits?

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	<p>control agency</p> <ul style="list-style-type: none"> • Mail copies • Make the necessary log entries in ICIS, CAFO tracker and and other appropriate databases • Return the permit file to Records Unit
Permit Writer	<p>Violation Notices</p> <ul style="list-style-type: none"> • If application cannot be public noticed or permit issued within the timeline in Section 4 due to inadequate response from the applicant, contact Compliance Assurance or Division of Legal Counsel regarding preparation of Violation of Notice under Section 31 of Illinois Environmental Protection Act or prepare denial of permit application.
Permit Writer/Compliance Assurance Section/Division of Legal Counsel	<p>Referral to Illinois Attorney General Office or USEPA</p> <ul style="list-style-type: none"> • If inadequate responses to Denial or Violation Notice, notify Compliance Assurance Section or Division of Legal Counsel for issuance of Violation Notice under Section 31 of Illinois Environmental Protection Act or referral to USEPA for Section 308 action under the Clean Water Act.
Compliance Assurance Section/Division of Legal Counsel	<p>Receive notice from Permit Writer of inadequate response to Notice of Incompleteness or Denial</p> <ul style="list-style-type: none"> • Prepare and send violation notice to applicant

Comment [jsocha25]: The timelines provide for the option of issuing a second NOI however, the Process Procedures do not provide any steps or criteria for a second NOI. Additionally, the Process Procedures do not provide any steps or identify the responsible parties for reviewing the NOI response. The Process Procedures should be modified to include these steps and responsible parties. Additionally, the criteria that is used to determine if a second NOI is appropriate or if a VN or referral to AG or EPA is needed should be included in the SOP.

Comment [jsocha26]: The Process Procedures do not provide any prior mention of denying a permit application. The criteria used by a permit writer to decide that a permit application should be denied should be included or referenced in the SOP. If there are additional steps involving Unit Manager or Section Manager review these steps should be included. One option to address this matter would be for the SOP to include a narrative discussion explaining the process and criteria used to decide that denial of a permit application is the final action instead of including additional steps in the Process Procedures table.

Comment [jsocha27]: The SOP needs to include the criteria that a permit writer should consider in determining that an incomplete permit application should be referred to the AG or EPA. As noted on the timelines, among other things, the criteria should include consideration of whether the original permit application was submitted in response to a federal Administrative Order.

Comment [jsocha28]: According to the Timelines, this process is separate from this SOP. Illinois EPA could consider removing this step from the Process Procedures table.

Comment [jsocha29]: The current form letters appear to only apply to coverage by a general permit. If there are similar form letters for individual permits these letters should be included in Appendix C or in a separate Appendix. Another option would be to edit the form letter to accommodate both individual permit and general permit coverage.

APPENDIX B: APPLICATION FORMS

FORM 1- attached at end of SOP
FORM 2B- attached at end of SOP

APPENDIX C FORM LETTERS

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NOTICE OF INCOMPLETENESS - attached at end of SOP
COE NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of SOP
FWS NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of SOP
APPLICANT NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of
SOP
FINAL GENERAL PERMIT COVERAGE LETTER attached at end of SOP
SAMPLE VIOLATION NOTICE - attached at end of SOP

Comment [jsocha30]: Is this letter something the permit writer will prepare under this SOP? It is unclear if this is the violation notice that is included in the final step in the Process Procedures table.

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APPENDIX E: LIVESTOCK FACILITY REVIEW CRITERIA

Application contents

Each CAFO application must contain NPDES application forms, 1General and 2B, a topographic map of the facility, a nutrient management plan (NMP), a stormwater management plan and spill control and prevention plan. All forms must be properly signed by the appropriate party. All applications must be assigned an NPDES number and date stamped. Applications shall include an electronic copy of all submitted material, and program files such as Manure Management Planner utilized to develop the nutrient management plan should also be requested to be submitted if inadequate NMP information is provided to show that the NMP is adequate (i.e. agronomic assumptions and calculation methodology not provided in NMP submission).

General review

The NMP, stormwater management plan and the spill control and prevention plan must be reviewed for general and technical completeness. Regardless of the source of the plan (whether from a web-based system, a proprietary planner or a site-specific plan), the plans can be reviewed against the technical criteria found or referenced in, the general CAFO permit, any adopted Title 35 Subtitle E regulations, and the Illinois Manure Management Plan (IMMP), found at <http://www.livestocktrail.uiuc.edu/manure/>. The contents of the plans can be reviewed for completeness by using the IMMP "Contents Checklist". The NMP must be checked against and conform with the requirements of the CAFO general permit (GP) if coverage is to be made in that manner. The elements of a plan contained in and governed by the GP are indicated by the appropriate general permit Special Condition or standard (example: SC-1).

In addition to utilizing IMMP "Contents Checklist" the NMP storage and applications rates calculations/methods will be checked. When appropriate in accordance with the general permit or adopted Title 35 Subtitle E regulations the following technical documents or programs will be used to verify NMP accuracy and completeness.

Documents:

NPDES Permit ~~Writers's~~Writers' Guidance Manual -- For Concentrated Animal Feeding Operations - USEPA

NRCS Agricultural Waste Management Field Handbook - USDA

MWPS Livestock Waste Facilities Handbook (MWPS-18)– Midwest Plan Service

MWPS Livestock and Poultry Environmental Stewardship Curriculum – Midwest Plan Service

MWPS Manure Management Series – Midwest Plan Service

The Illinois Agronomy Handbook – University of Illinois

USEPA Managing Manure Nutrients at Concentrated Animal Feeding Operations - USEPA

Recommended Methods of Manure Analysis (A3769) – University of Wisconsin et al.

Comment [jsocha31]: This Appendix will need to be revisited and edited, as appropriate, once the rule amendments are effective. EPA recommends that Illinois EPA consider including a permit application checklist to determine completeness of the application, including the NMP, in addition a narrative to help the permit writer evaluate the quality of the information submitted in the application and NMP. EPA's NPDES Permit Writers' Manual for CAFOs (available at <http://cfpub.epa.gov/npdes/afo/info.cfm>) contains some example checklists and evaluation criteria.

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Software:

NRCS Animal Waste Management - USDA

Purdue Manure Management Planner – Purdue University

SPAW Hydrology and Water Budgeting – Oregon State University

The NMP will be further reviewed for completeness based on the following standards as applicable and chosen by the applicant in accordance with general permit or adopted Title 35 Subtitle E regulations:

8 Illinois Admin. Code, Subpart H: Waste Management Plan of the Livestock Management Facilities Act regulations (8 Ill. Adm. Code 900) or USDA NRCS Illinois Standards -590 Nutrient Management and 633 Waste Utilization adopted in 2002

NRCS 590 Nutrient Management and NRCS 633 Waste Utilization

NMP review

The following elements within each plan should be present and complete:

Manure Storage Information

Type of waste storages, (SC-4.e.v)

Volume of manure and wastewater produced, Form 2B

The following sources may be used to obtain the amount of waste generated: Midwest

Plan

Service, MWPS-18, Livestock Waste Facilities Handbook, Table 2-1, or 35 Ill. Adm. Code 560, Table 1.

Volume required to contain the 25-yr/24-hr event with the exception of indoor storage, as well as large swine, poultry, and veal facilities constructed after 04/14/2003 (SC-3.c)(SC-3.j.)

N loss due to storage and application methods (Subtitle E Part 560) (MWPS-18)

Temporary stacks, runoff and leachate control (SC-3.i)

Temporary stacks, <6 months operation (SC-3.i)

Temporary stacks, not in 10 year floodplain (SC-3.i)

Temporary stacks, setbacks (SC-3.i)

Plans indicating adequate storage for weather and other contingencies (SC-4.e.v)(SC-4.e.ii)

Integrity and operation inspection procedures and schedule for structures and facilities (SC-7.e)(SC-7.j.)(SC-7.k.)(SC-7.c.)(SC-7.d)

Animal Categories

Animal size

Number of animals

Animal units

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Associated waste handling system

Field Maps

Aerial photos and maps (NRCS 590-6)
Topographic maps
Available acreage
Residences, businesses, common places of assembly (NRCS 590-5)
Rivers, Lakes, Streams, wells, waterways
Location of impaired waters (SC-3.l)

NRCS 590 Nutrient Management and NRCS 633 Waste Utilization (continued)

Lease Agreement for Application Fields

Document waste transferred and to which persons (SC-4.f.)(NRCS 633-1)
Anticipated crop(s)

Crop Rotation, Nutrient Needs and Nutrient Management

Physical limits governed by soil hydraulic limits, slope, cover crop, erosion (SC-4.a)

Odor control practices (SC-4.b) (NRCS 633-2)
Application practices that avoid runoff and saturated soils (SC-4.c)
Cropping schedule for each field for the duration of permit coverage and 5 years (NRCS 509-6)
Targeted crop yield goal (NRCS 590-2)
Nutrient value of the waste (NRCS 633-3) (MWPS-18) (Chapter 11
[Agricultural](#) Waste Management Field Handbook) (Subtitle E Part 560)
Application method(s) (NRCS 590-2)
N and P soil test (NRCS 590-2) (Illinois Agronomy Handbook)
Plant N available and mineralization
N required by crop grown (NRCS -590-3) (Illinois Agronomy Handbook)
N credits (NRCS 590-3) (Illinois Agronomy Handbook)
Agronomic P demand (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)
Phosphorus application rate limit (SC-4.c)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)
Application rate based on N or P (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)
Multi-year application rate basis (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3)
Plant N available and mineralization (NRCS 590-3)

Field Application

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Land area required.

List of fields and the planned livestock waste application amount for each

Setbacks for residences (1/4 mile)

Setbacks for surface waters (200 feet) (SC-4.c.vi)

Setbacks for potable wells (200 feet) (SC-4.c.viii)

Liquid manures shall not be applied to cropland with slopes over 15% (NRCS 633-1)

Liquid manures shall not be applied to soils with less than 10 inches of at least moderately permeable soil over fractured bedrock, sand, or gravel. (NRCS 633-1)

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NRCS 590 Nutrient ~~Management~~ and NRCS 633 Waste Utilization (continued)

No application shall occur on organic soils with seasonal water table within 1 foot of the surface. (NRCS 633-1)
Setbacks for drainage or injection well, subsurface drainage intakes, sinkholes, waterways or other conduits to waters (100 feet, or 35 ft. vegetative buffer) (SC-4.c.vi)
Location relative to the 10-year floodplain (SC-4.c.ix)
Application in 10-yr floodplain prohibition unless injected or incorporated (SC-4.c.ix)
Winter spreading (slopes to be <5% or adequate erosion controls in place), (NRCS 633-1)
Winter spreading to prevent runoff (SC-4.c.vii)
Winter application prevention plan to show adequate storage (SC-4.e.ii)
Limitation on application during and after rainfall (SC-4.c.ii)(SC-4.c.iv)

Site specific erosion control practices (SC-4.e.i)
Field monitoring and inspection plan (SC-4.e.iii)
Integrity inspection procedures and schedule for subsurface drains (SC-7.e.)

Manure and Soil Sampling

Sampling number and location (Illinois Agronomy Handbook Page 92-95)
Sample handling procedures (Illinois Agronomy Handbook Page 92-95)

Soil and livestock waste test methods (SC-4.e.vi) (Illinois Agronomy Handbook Page 92-95)
Process to provide off-site manure receivers to have proper manure analysis (SC-4.f)

Records

Recordkeeping process or forms (SC-4.e.xi) (SC-7)
Record of off-site manure receivers name, address, location, topo map and acreage (SC-4.f)
Land application and rate calculation records (SC-7.g) (SC-7.n)
Amount of N and P applied to each field from all sources (SC-7.o)
Manure sampling records (SC-7.h)
Manure and soil test methods (SC-7.m)
Dead animal management records (SC-7.i)
Storage facility records (SC-7.i)

Other

Chemical storage and disposal (SC-3.f) (SC-4.e.viii)
Prohibiting livestock from contacting waters of the State (SC-3.g)
Dead animal handling units and runoff control (SC-3.h) (SC-4.e.vii)
Raw material, by-products and products storage (SC-3.k)
Preventing livestock from having direct contact to surface waters (SC-4.e.ix)

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Daily inspection and deficiency correction procedures for water lines (SC-7.k)

Livestock Management Facilities Act

NMP review

The following elements within each plan should be present and complete:

Manure Storage Information

Type of waste storages, (SC-4.e.v) (LMFA 900.803(d))
Volume of manure and wastewater produced, Form 2B (LMFA 900.903 (m.1) and
900.804)

The following sources may be used to obtain the amount of waste generated: MidWest

Plan

*Service, MWPS-18, Livestock Waste Facilities Handbook, Table 2-1, or 35 Ill. Adm.
Code 560, Table 1.*

Volume required to contain the 25-yr/24-hr event with the exception of indoor storage, as
well as large swine, poultry, and veal facilities constructed after 04/14/2003 (SC-3.c)

N loss due to storage and application methods (LMFA 900.803(m.2))

Temporary stacks, runoff and leachate control (SC-3.i)

Temporary stacks, <6 months operation (SC-3.i)

Temporary stacks, not in 10 year floodplain (SC-3.i)

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Temporary stacks, setbacks (SC-3.i)

Plans indicating adequate storage for weather and other contingencies (SC-4.e.v)(SC-4.e.ii)

Integrity and operation inspection procedures and schedule for structures and facilities (SC-7.e)(SC-7.j)(SC-7.k)(SC-7.c)(SC-7.d)

Livestock Management Facilities Act (continued)

Animal Categories (LMFA 900.803(e))

Animal size

Number of animals

Animal units

Associated waste handling system

Field Maps

Aerial photos and maps (LMFA 900.803(f)) and (NRCS 590-6)

Topographic maps

Available acreage (LMFA 900.803(f))

Residences, businesses, common places of assembly (LMFA 900.803(f))

Rivers, Lakes, Streams, wells, waterways (LMFA 900.803(f))

Location of impaired waters (SC-3.l)

Lease Agreement for Application Fields

Copies of the agreements (LMFA 900.803(g))

Anticipated crop(s)

Crop Rotation, Nutrient Needs and Nutrient Management

Physical limits governed by soil hydraulic limits slope, cover crop, erosion (SC-4.a)

Odor control practices (SC-4.b) (LMFA 900.816)

Application practices that avoid runoff and saturated soils (SC-4.c)

Cropping schedule for each field for ~~the~~ duration of permit coverage (LMFA 900.803(h))

Targeted crop yield goal (LMFA 900.803(i)), ((LMFA 900.807)

Nutrient value of the waste (LMFA 900.803(j)) (MWPS-18) (Chapter 11

~~Agricultural~~ **Agricultural** Waste Management Field Handbook) (Subtitle E Part 560)

Application method(s), (LMFA 900.803(k))

N and P soil test (LMFA 900.812(f)) (Illinois Agronomy Handbook)

Plant N available and mineralization (LMFA 900.803(m.5))

N required by crop grown (LMFA 900.803(m.6) (Illinois Agronomy Handbook)

N credits (LMFA 900.808) (Illinois Agronomy Handbook)

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Agronomic P demand (SC-4.c.v) (LMFA 900.813) (Illinois Agronomy Handbook)
Phosphorus application rate limit (SC-4.c) (LMFA 900.816) (Illinois Agronomy Handbook)
Application rate based on N or P (SC-4.c.v) (Illinois Agronomy Handbook)
Multi-year application rate basis (SC-4.c.v)
Plant N available and mineralization (LMFA 900.803(m.3))
Integrity inspection procedures and schedule for subsurface drains (SC 7 e)

Livestock Management Facilities Act (continued)

Field Application

Land area required (LMFA 900.803(m.9))
List of fields and the planned livestock waste application amount for each (LMFA 900.811 and 900.813)
Setbacks for residences (1/4 mile) (LMFA 900.803(o))
Setbacks for surface waters (200 feet) (SC-4.c.vi)
Setbacks for potable wells (200 feet) (SC-4.c.viii)
Setbacks for drainage or injection well, subsurface drainage intakes, sinkholes, waterways or other conduits to waters (100 feet, or 35 ft. vegetative buffer) (SC-4.c.vi)
Location relative to the 10-year floodplain (SC-4.c.ix)
Application in 10-yr floodplain prohibition unless injected or incorporated (SC-4.c.ix)
Winter spreading (<5% unless adequate erosion controls in place),
Winter spreading to prevent runoff or no potential to runoff (SC-4.c.vii)
Winter application prevention plan to show adequate storage (SC-4.e.ii)
Limitation on application during and after rainfall (SC-4.c.ii)(SC-4.c.iv)(LMFA 900.803(u))
Site specific erosion control practices (SC-4.e.i)
Field monitoring and inspection plan (SC-4.e.iii)
Integrity inspection procedures and schedule for subsurface drains (SC-7.e.)

Manure and Soil Sampling

Sampling number and location (LMFA 900.811 and 900.812 and Illinois Agronomy Handbook Page 92-95)
Sample handling procedures (Illinois Agronomy Handbook Page 92-95)

Soil and livestock waste test methods (SC-4.e.vi) (Illinois Agronomy Handbook Page 92-95)

Process to provide off-site manure receivers to have proper manure analysis (SC-4.f)

Records

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Recordkeeping process or forms (SC-4.e.xi) (SC-7)
Record of off-site manure receivers—name, address, location, topo map and acreage (SC-4.f)
Land application and rate calculation records (SC-7.g) (SC-7.n)
Amount of N and P applied to each field from all sources (SC-7.o)
Manure sampling records (SC-7.h)
Manure and soil test methods (SC-7.m)
Dead animal management records (SC-7.i)
Storage facility records (SC-7.i)

Other

Chemical storage and disposal practices (SC-3.f) (SC-4.e.viii)
Practices prohibiting livestock from contacting waters of the State (SC-3.g)
Dead animal handling units and runoff control practices (SC-3.h) (SC-4.e.vii)
Raw material, by-products and products storage (SC-3.k)
Practices preventing livestock from having direct contact to surface waters (SC-4.e.ix)
Daily inspection and deficiency correction procedures for water lines (SC-7.k)

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The following items are required for all CAFO NPDES applications:

Stormwater plan review

The following elements within each plan should be present and complete:

Plan for the minimization of uncontaminated stormwater from entering the production areas and manure storage areas, access roads, material handling sites, refuse sites, storage and maintenance areas, shipping and receiving areas (SC-4.e.x) (SC-6)

Housekeeping and preventative maintenance procedures (SC-6)

Monthly visual inspections (SC-6)

Weekly inspection and deficiency correction process for storm water diversions, roof guttering and other stormwater management systems (SC-7.j)

Emergency plan review

The following elements within each plan should be present and complete:

Spill control and prevention plan, containing the containment methods, cleanup procedures and waste disposal (SC-5.a)

Other

Annual reporting

Plan for providing annual report by March 15 (SC-7.a)

Monitoring

Rain gauge data (SC-7.b)

Freeboard marker data (SC-7.c and d)

Weekly and daily inspection and deficiency correction procedures (SC-7.e)

Manure transfer records (SC-4.c.f)(SC-7.g)